

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
7 APRIL 2021
7:30 P.M.
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster is holding a regular meeting at 7:30 PM, on April 7, 2021 through Zoom Meeting. The Meeting ID is 207 812 8623 and the phone number needed to call in is 1-929-205-6099.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees: Mary Bryde, George Gaspar, Tom Boissonnault
Village Police Chief: John Del Gardo
Village Engineer: Todd Atkinson
Village Counsel: Jennifer Herodes,
Clerk & Treasurer: Michelle Chiudina
Deputy Clerk-Treasurer:

Absent:

Gregory Folchetti
Donna Milazzo

Pledge to flag.

Mayor Schoenig motions to open the regular meeting, Trustee Bryde 2nd all in favor 5 to 0.

Regular Meeting

1. Monthly Reports

- 1.1. DPW Report. DPW Superintendent Domenic Consentino delivers the DPW Report. Mr. Consentino informs the Board that water production for March, 2021 was 4,400,000 gallons, which equates to about 145,000 gallons per day. Mr. Consentino notes that he will be meeting with a truck dealer on Friday for new dump truck and the old dump truck will be auctioned off. Mr. Consentino asks if the old police cars will need to go up as well and Clerk Chiudina explains that a community member approached her about purchasing both of the cars. Counsel states that the Board may sell the car instead of auction the car off, so long as it is a fair price. Mr. Consentino asks when Wells Park will be open, and Trustee Boissonnault states that Wells Park will be open Memorial Day weekend. Mr. Consentino explained that the park needs a lot of weeding done, and put in new mulch around the playground and in the gardens. He continues explaining that he will be purchasing the undyed playground mulch soon. Mr. Consentino notes that the older Verizon poles are being cut down but are still in the ground and he explains that all of the companies need to move all of the wires from the old poles to the new poles. Clerk Chiudina believes that the last company to move the wires has to remove the old pole. Trustee Bryde asks about the issues with Hillside Terrace and Mr. Consentino states that none have been reported to him. Mr. Consentino notes that residents should not complain about the water on Facebook; residents should call the Village Office if they are having issues and if the issues happen after hours, the residents can email the Village Clerk. Trustee Gaspar requests that Clerk Chiudina posts on the website that water complaints will be taken via email and/or phone. Trustee Gaspar mentions that there is a hydrant flushing on April 21, 2021 and Clerk Chiudina notes that this information has been in the utility bills that get sent out. Mr. Consentino informs the Board that he and Clerk Chiudina met with the electrician who will be installing the holiday tree electrical box. Mr. Consentino also informs the Board that he ordered the new meters for Main Street, which will have rechargeable batteries and should be here the end of April or beginning of May. Deputy Mayor Piccini asks about street cleaning in the Village using the Town of Southeast's machines. Mr. Consentino spoke with Town Highway Superintendent Burdick about cleaning the streets and the basins, and he is hoping that can happen at the end of the month. Deputy Mayor Piccini asks for as much notification as possible to alert the residents to get the cars off the streets. Mayor Schoenig informs Mr. Consentino that a hook came off the American flag and needs to be fixed. Mayor Schoenig motions to accept the DPW Report, Trustee Bryde 2nd all in favor 5 to 0.
- 1.2. Zoning Board Report. No Activity.
- 1.3. Planning Board Reports for February and March, 2021. Mr. Richard Lowell is not in attendance but he did send a report and the Board has a discussion about the projects at 28 Eastview Avenue and 861-869 Route 22. Trustee

Gaspar motions to accept the Planning Board Reports for February and March, 2021, Deputy Mayor Piccini 2nd, all in favor 5 to 0. Copies will be attached to these minutes.

- 1.4. Engineer's Reports for March, 2021. Village Engineer, Todd Atkinson delivers the Engineer's Report for March, 2021. Trustee Bryde asks about the issue with the laundromat that was discussed at the previous meeting and Mr. Atkinson explains that clothing could not enter from the laundromat, so someone may have thrown clothes in the manhole. The Board and Mr. Atkinson discuss the issues at 530 North Main Street and having the applicant going back in front of the Planning Board. Mr. Atkinson provides an update on the Wells Park Bike Connector to the Board. Mr. Atkinson also provides an update on the Carmel Avenue Bridge to the Board. Mayor Schoenig motions to accept the Engineer's Report for March, 2021, Trustee Bryde 2nd, all in favor 5 to 0. Copies will be attached to the minutes.

- 1.4.1. WWTP #2 RBC Shaft. Mr. Atkinson explained the damaged to the shaft for the RBC at the plant and it needs to be repaired, which will cost \$17,500. Mayor Schoenig motions to approve the quote for the RBC Shaft for \$17,500.00, Trustee Deputy Mayor Piccini 2nd, all in favor 5 to 0.

2. Financial Report. Clerk Chiudina delivers the financial report. She informs the Board that the same few lines in the general fund are over expended but should be covered by the under-expended funds and she will have budget adjustments for the next meeting to present to the Board. Clerk Chiudina spoke with a representative from Senator Schumer's office about the Federal Stimulus Money and informed the Board that the money is based off of population at approximately \$110.00 per person. She is unsure what number will be used for the population but the Village will receive approximately \$260,000.00 at least. Clerk Chiudina asks Counsel Herodes to send her the notices for those who have not paid their water or sewer to give the residents a chance to pay before those amounts go onto the taxes. Clerk Chiudina stressed the importance of receiving water payments from those who are outside the Village as those payments do not go onto the Town taxes and are more difficult to collect. Counsel Herodes asks for a copy of what was sent in the past and Clerk Chiudina will send this to Counsel.

- 2.1. Outdoor Dining Local Law. Clerk Chiudina spoke to a representative from E-Code, which hosts the online version of the Code and was asked if the Board plans on extending the Local Law for Outdoor Dining that was passed last year during the pandemic. Clerk Chiudina asks Counsel Herodes to determine what the current guidelines are for Outdoor Dining to determine if the Board needs to extend the sunset clause or not. Mayor Schoenig asks that this be on the agenda for the next meeting and Counsel Herodes will look into this local law. Deputy Mayor Piccini asks if businesses will be allowed to have Outdoor Dining and Counsel Herodes states that it will be up to the Board discretion to give out tickets.

3. Earth Day Clean Up Weekend, April 24 and 25. Clerk Chiudina spoke with Town of Southeast Councilman John Lord, in regards to the Village joining with the Town of Southeast on Earth Day efforts. Councilman Lord explains that Supervisor Hay will have all of the materials for the pick-up, including gloves and vests at Town Hall, 1360 Rt 22, from 7 AM to 12 PM but residents may also schedule a time to pick up the items beforehand as well.

4. Minutes for Approval, March 17, 2021. Trustee Bryde approves the Minutes for the March 17, 2021 meeting, Trustee Boissonnault 2nd all in favor 5 to 0.

5. Vouchers Payable. Trustee Bryde reviewed the vouchers at Village Hall today and found everything in order.

5.1. A -	GENERAL FUND	\$16,338.75
5.2. C -	REFUSE & GARBAGE	20,049.86
5.3. EN -	ENGINEERING FEES ESCROW ACCT	1,890.00
5.4. F -	WATER FUND	5,292.49
5.5. G -	SEWER FUND	97,319.49

Total Vouchers Payable	\$140,890.59
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Mayor Schoenig motions to approve the vouchers payable as written, Trustee Gaspar 2nd all in favor 5 to 0.

6. Other Business

- 6.1. Deputy Mayor Piccini notes that there will be a FY 2022 Budget Public Hearing on April 14, 2021 on Zoom at 7:30 PM. She asks why the budget shows that raises were given in FY 2021, when there are discussions throughout the year that states that there were no raises in FY 2021. Clerk Chiudina explains that because of the pandemic, there was a hold on raises until December, 2021, but it was ultimately decided that the raises would not be given this year. She continues explaining that the budget would not show what the actual amount spent was because this is what was budgeted but it will show in the adjustments that will be made at the upcoming meeting. Deputy Mayor

Piccini also asks Clerk Chiudina to make the budget clearer regarding personnel lines as the Board decided to not give any raises in FY 2021 and the actuals should be listed in the budget.

- 6.2. Trustee Bryde notes that the Good Friday parade did not go through because of the Health Department's restrictions. Trustee Bryde asks if Clerk Chiudina hired the new cleaning company and Clerk Chiudina notes that the cleaning company was hired and they did their first cleaning over the weekend at the Police Department and the Village Office and did a great job. Trustee Bryde also asks about the Employee Handbook that Clerk Chiudina was working on with the Human Resources Specialist and Clerk Chiudina explains that the Handbook will need to wait until after the budget and fiscal year is done, and will hopefully start up during the summer. Trustee Bryde notes that the Town of Southeast will be using the tennis courts, beginning April 13th until the second week in May and she remarks that the courts look very clean and ready to go.
- 6.3. Counsel Herodes asks the Board to clarify if they would like to extend the date for the Outdoor Dining Local Law but not change any language in the law and the Board confirms this. Counsel Herodes states that if there are no changes to the Local Law, the Board could set a Public Hearing to discuss with the public about extending the sunset clause. Mayor Schoenig sets Public Hearing for May 5, 2021 at 7:30 PM on Zoom for the Outdoor Dining Local Law Extension, Trustee Boissonnault 2nd, all in favor 5 to 0.
7. New Business
 - 7.1. Trustee Bryde notes that Judy Callahan of Putnam CAP is retiring in June and she will be missed. Trustee Bryde also notes that Marissa O'Leary will be replacing her.
 - 7.2. Trustee Gaspar states that a car has been towed off of Prospect Street that was there for a while.
8. Public Comment
 - 8.1. Judy Marano, Cultural Arts Coalition. Mrs. Judy Marano is requesting to change the date of the Fall Festival because Mahopac is doing a similar festival on the same weekend. She would like to switch the event to the day before bulk pick up and is requesting that the Board ask that people don't put out their pick-up until after 4 PM. The Board states that this will be very difficult. The Board and Mrs. Marano discuss the different dates available and other events that are happening in the area. The Board agrees to move the date of the Fall Festival to September 19, 2021. Mrs. Marano thanks the Board for their time.
 - 8.2. Scott Seaman states that everyone who wants to be back at school full time is back at school, which is about 70% of the high school and about 80% in the elementary schools, while the rest are learning remotely still. He also states that Western Connecticut has canceled all graduations, and the District is working on a new location. Deputy Mayor Piccini asks about Senior Prom and Junior Prom. Mr. Seaman informs the Board that Senior Prom is two days before graduation, where everyone has to be tested, and there will be no outside guests but Junior Prom may not happen this year.
9. Mayor Schoenig motions to enter into Executive Session for personnel and contractual, Trustee Bryde 2nd all in favor 5 to 0.
10. Trustee Boissonnault motions to exit the Executive Session and adjourn the regular meeting, Trustee Bryde 2nd all in favor 5 to 0.

Village of Brewster, NY

March 17, 2021

Planning Board Report, 2021

Rick Lowell, chairman

Greg Folchetti, attorney- Costello & Folchetti

Janet Ward, vice chairman

Todd Atkinson, PE- J.R. Folchetti & Assoc.

David Kulo

Cathy Chiudina, secretary

Katy New

Marti Foster

Meeting date(s): February 16 and March 16, 2021 (all meetings via Zoom)

In Attendance: All

Feb.: The board continued a review of revised plans for a sub-division of property located at 28 Eastview Ave S.B.L 56.19-2-11. The plan presented in January included two single-family houses, an extension of Eastview Ave beyond its present dead-end point to a cul-de-sac and consideration of run-off water containment, power line re-configuration, sewerage, road construction. Comments from village engineer Todd Atkinson and the board and explanation by the developer DeBellis Construction followed.

Mar.: Minutes of January 17 approved as written.

The board continued discussion of the V&R 861 Rte 22 project recently granted a SEUP to remodel two floors of office space into three dwelling apartments. The board determined that a site plan is called for showing the lot lines and designation of parking. A completed EAF is also required. As no land disturbance is to be made there will be no notice to DEP. An existing survey is sufficient at this time. Some consideration was made of interior construction and use of space as well as amenities for residents.

Discussion of the 28 Eastview concept continued; a new plan resulting from developer's meetings with Mr. Atkinson and the village highway superintendent includes three homes and a "hammer-head" road termination rather than a cul-de-sac. This will reduce land disturbance and run-off mitigation due to much reduced paved area. Discussion included explanations by Mr. Atkinson and Mr. DeBellis, impact on neighboring properties, means of excluding the remainder of the property from further development and next steps.

Bd member K. New opened brief discussion re: 85 main St with engineer Atkinson of apparent deviations from the plan submitted last year. He said that he had noticed the same and would look into the matter.

Respectfully submitted, Rick Lowell, chairman

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 3 of 2021	Date: 4/7/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • Two projects were reviewed in March.
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • 28 Eastview Avenue - 6.75 hours • V&R Route 22 LLC - 2 hours
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform site inspection at 79 Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 3 of 2021	Date: 4/7/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Finalize draft MS4 Annual Report for review by the Village Board and the Village DPW Superintendent • Post Annual Report on Village website for the required thirty (30) days. Receive comments from the public.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Perform dry weather inspections on Village outfalls. • Submit MS4 Annual Report to NYSDEC by June 1, 2021.

